

CLARE CASTLE COUNTRY PARK TRUST CIO

England & Wales · Charity number 1160965

Details

Status Registered

Legal form CIO

Registered 2015-03-18

Register [View on the Charity Commission register](#)

Contact

Address Park Office
Clare Castle Country Park
Malting Lane
Clare
Sudbury
CO10 8NW

Phone 01787277902

Email info@clarecastlecountrypark.co.uk

Website clarecastlecountrypark.co.uk

Activities

Objects: 'THE OBJECTS OF THE CIO ARE:1) TO PRESERVE, PROTECT, MAINTAIN AND IMPROVE THE PHYSICAL AND NATURAL ENVIRONMENT OF CLARE CASTLE COUNTRY PARK FOR THE PUBLIC BENEFIT, INTEREST AND ENJOYMENT, INCLUDING BY PROVIDING FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION, WITH THE OBJECTIVE OF IMPROVING THEIR CONDITIONS OF LIFE. 2) TO ADVANCE THE EDUCATION OF THE PUBLIC CONCERNING THE HISTORY AND HERITAGE OF CLARE CASTLE COUNTRY PARK AND ITS PHYSICAL AND NATURAL ATTRIBUTES AND HERITAGE.'

Activities: Preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for the public benefit, interest and enjoyment, with the objective of improving their conditions of life andAdvance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Environment/conservation/heritage, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£176,340	£169,506	-	-
2024-03-31	£165,236	£181,125	-	-
2023-03-31	£124,677	£115,455	-	-
2022-03-31	£262,194	£291,626	-	-
2021-03-31	£238,811	£237,122	-	-

Trustees

Name	Role	Appointed
CATHRINE MARIAN MERCH-CHAMMON	Chair	2022-03-17
Allan Marley		2026-05-18
Kevin Price		2024-05-01
Libby Brooks		2026-04-01
Neil Bagshaw		2020-10-01
Nicola Wakeling		2026-05-18
Richard Alan Holmes		2025-02-01
Sherralyn Drury		2022-03-17
Susan Louise Eyre		2022-03-17

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From: 1 April 2024 **To:** 31 March 2025

Charity name: Clare Castle Country Park Trust

Charity registration number: 1160965

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life. To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the peaceful nature of a country park.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The trust does not make grants
Policy on social investment including program related investment	Para 1.38	The Trust has supported 3 local schools in undertaking activities in the park, as well as making the park available for community events such as a Party in the Park and a National Town Cryer event.

Contribution made by volunteers	Para 1.38	Volunteers have contributed around 2k hours during the year. Without their support the Trust would not be able to provide the excellent facilities and environment that it does.
Other		Nothing further to report

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The country park provides a haven of tranquillity for both local residents and visitors to the town of Clare. The Trust facilitates the provision of a space for community events and gatherings, both formal and informal, as well as maintaining the heritage of an ancient monument and Clare's historic railway station.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The Trust was established by way of a constitution document.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointments are for 4 years. There are to be Eight trustees. Two trustees appointed by Clare Town Council. Two by supporters Two by continuing trustees with Town Council Approval Two by continuing trustees without town council approval

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Clare Castle Country Park Trust
Other name the charity uses	N/a
Registered charity number	1160965
Charity's principal address	Park Office Malting Lane Clare Sudbury Suffolk

CO10 8NW

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trust remains in a very positive financial position with reserves to ensure the country park and ancient monument can be maintained for the foreseeable future.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trust's policy is to hold at least 12 months income as a reserve. This is necessary to ensure maintenance of the ancient monument and other buildings, as well as the natural environment, to a safe standard and in line with proper conservation practices.
Amount of reserves held	Para 1.22	£1,042,760
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of income is from parking revenue. Other important sources are donations and income from rental of properties on site.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Trust has no specific policy. It retains funds in secure cash based accounts, with almost all funds covered by the FCSC scheme
A description of the principal risks facing the charity	Para 1.46	
Other		

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Neil Bagshaw			Town Council
2	Richard Holmes		Appointed 1/2/25	Town Council
3	Gary Brown			Trustees
4	Kevin Price	Finance Trustee		Trustees
5	Susan Eyre			Trustees (TC Support)
6	Andy Brader			Trustees (TC Support)
7	Cathrine Merch-Chammon	Chair		Supporters
8	Sherralyn Drury			Supporters
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/a

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Cathrine Merch-Chammon	Kevin Price
Position (eg Secretary, Chair, etc)	Chair	Finance Trustee
Date	23/9/25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

CLARE CASTLE COUNTRY PARK TRUST		Charity No (if any)	1160965
Annual accounts for the period			
Period start date	01/04/2024	To	Period end date
			31/03/2025

Section A

Statement of financial activities

	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds £	Prior year funds £
Incoming resources						
Income and endowments from:						
Donations and legacies		11,519	23,610	-	35,129	24,403
Charitable activities		100,482	-	-	100,482	109,889
Other trading activities		33,207	-	-	33,207	30,944
Investments		7,522	-	-	7,522	-
Separate material item of income		-	-	-	-	-
Other		-	-	-	-	-
Total	3	152,730	23,610	-	176,340	165,236
Resources expended						
Expenditure on:						
Raising funds		-	-	-	-	-
Charitable activities	4	99,151	70,355	-	169,506	181,125
Other		-	-	-	-	-
Total	11	99,151	70,355	-	169,506	181,125
Net income/(expenditure) before investment gains/(losses)		53,579	- 46,745	-	6,834	- 15,889
Net income/(expenditure)		53,579	- 46,745	-	6,834	- 15,889
Transfers between funds	11	- 391	391	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use		-	-	-	-	-
Other gains/(losses)		-	-	-	-	-
Net movement in funds		53,188	- 46,354	-	6,834	- 15,889
Reconciliation of funds:						
Total funds brought forward	11	211,095	824,831	-	1,035,926	1,051,815
Total funds carried forward	11	264,283	778,477	-	1,042,760	1,035,926

CLARE CASTLE COUNTRY PARK TRUST		Charity No	1160965
		Company	CE003745
Annual accounts for the period	Period start date: 1 April 2024		To period end date: 31 March 2025
Section B		Balance sheet	

	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Fixed assets						
Tangible assets	8	12,898	773,477	-	786,375	823,744
<i>Total fixed assets</i>		12,898	773,477	-	786,375	823,744
Current assets						
Stocks		1,852	-	-	1,852	2,698
Debtors	9	28,745	-	-	28,745	38,655
Cash at bank and in hand		231,607	6,087	-	237,694	212,550
<i>Total current assets</i>		262,204	6,087	-	268,291	253,903
Creditors: amounts falling due within one year	10	11,906	-	-	11,906	-
<i>Net current assets/(liabilities)</i>		250,298	6,087	-	256,385	253,903
<i>Total assets less current liabilities</i>		263,196	779,564	-	1,042,760	1,077,647
Creditors: amounts falling due after one year	10	-	-	-	-	-
Provisions for liabilities		-	-	-	-	-
<i>Total net assets or (liabilities)</i>		263,196	779,564	-	1,042,760	1,077,647
Funds of the Charity						
Restricted income funds	11		778,477		778,477	824,831
Unrestricted funds	11	264,283		-	264,283	211,095
<i>Total funds</i>	11	264,283	778,477	-	1,042,760	1,035,926

Signed on behalf of all the trustees

Signature	Print Name	Date of approval
	KEVIN BURT	23/9/25

Note 1 Basis of preparation**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance:

with



the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

and with



the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

Note 2

Accounting policies

INCOMING RESOURCES**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions
Support Costs**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Stocks and work in progress

These are valued at the lower of cost or market value.

Note 3

Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
Analysis					£	£
Donations and legacies:	Donations and gifts	8,519	1,710	-	10,229	7,889
	General grants provided by government/other charities	3,000	21,900	-	24,900	6,319
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	10,195
	Total	11,519	23,610	-	35,129	24,403
Charitable activities:	Ancillary trading income	93,413	-	-	93,413	96,758
	Other	7,069	-	-	7,069	13,131
	Total	100,482	-	-	100,482	109,889
Other trading activities:	Fundraising events	677	-	-	677	593
	Letting and licencing arrangements	30,805	-	-	30,805	27,145
	Sponsorships and social lotteries	1,725	-	-	1,725	3,206
	Other	-	-	-	-	-
	Total	33,207	-	-	33,207	30,944
Income from investments:	Interest income	7,522	-	-	7,522	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	7,522	-	-	7,522	-
TOTAL INCOME		152,730	23,610	-	176,340	165,236

Note 4

Expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds	Endowment funds	Total funds
Expenditure on raising funds:				£				£
		-	-	-	-	-	-	-
Total expenditure on raising funds		-	-	-	-	-	-	-

Expenditure on charitable activities:

Depreciation and impairment	679	50,267	-	50,946	-	50,267	-	50,267
Green space service level agreement	14,595	-	-	14,595	16,186	-	-	16,186
Green space maintenance	10,297	2,623	-	12,920	16,913	-	-	16,913
Building maintenance - building	4,102	-	-	4,102	4,936	-	-	4,936
Building maintenance - toilets	14,702	-	-	14,702	15,880	-	-	15,880
Car park service level agreement	5,868	-	-	5,868	6,047	-	-	6,047
Expenditure on projects NLHF	-	17,465	-	17,465	2,754	-	-	2,754
Overheads	48,908	-	-	48,908	68,142	-	-	68,142
Total expenditure on charitable activities	99,151	70,355	-	169,506	130,858	50,267	-	181,125

Other

	-	-	-	-	-	-	-	-
Total other expenditure	-	-	-	-	-	-	-	-

TOTAL EXPENDITURE

99,151	70,355	-	169,506	130,858	50,267	-	181,125
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Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Fixed assets fund	50,267	-	-	50,267	50,267	-	-	50,267
General fund	50,243	-	48,908	99,151	56,789	-	68,142	124,931
Other	2,623	17,465	-	20,088	-	5,927	-	5,927
Total	103,133	17,465	48,908	169,506	107,056	5,927	68,142	181,125

Note 5 **Details of certain items of expenditure****Fees for examination of the accounts****Independent examiner's fees****Assurance services other than audit or independent examination****Tax advisory fees****Other fees**

This year £	Last year £
1,200	5,000
-	-
-	-
950	1,000

Note 6

Paid employees

Staff Costs

	This year £	Last year £
Salaries and wages	26,547	35,127
Social security costs	-	-
Pension costs (defined contribution scheme)	477	1,241
Other employee benefits	-	-
Total staff costs	27,024	36,368

Expenditure on staff working for the charity whose contracts are with and are paid by a related party

This year nil	Last year nil
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Expenditure on staff working for the charity whose contracts are with and are paid by a related party

This year nil	Last year nil
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No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

This year True	Last year True
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Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

Total amount paid to key management personnel (includes trustees and senior management) for their services to the charity.

This year £	Last year £
None	None

Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	3	3
Governance	-	-
Other	-	-
Total	3	3

Note 7

Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.

Amount of contributions recognised in the SOFA as an expense

This year	Last year
£	£
477	1,241

The basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.

All relate to general overheads within unrestricted funds.	All relate to general overheads within unrestricted funds.
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Note 8

Tangible fixed assets

Cost or valuation

	Property improvements £	Play equipment £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	935,258	39,687	106,684	1,081,629
Additions	-	-	13,577	13,577
Revaluations	-	-	-	-
Disposals	-	-	-	-
Transfers	-	3,905	3,905	-
At end of the year	935,258	35,782	124,166	1,095,206

Depreciation and impairments

Basis	Over the lease term	Straight line	Straight line	
Rate	until the year 2045	10 years	10 years	
At beginning of the year	187,034	17,891	52,960	257,885
Disposals	-	-	-	-
Depreciation	35,630	3,578	11,738	50,946
Impairment	-	-	-	-
Transfers	-	-	-	-
At end of the year	222,664	21,469	64,698	308,831

Net book value

Net book value at the beginning of the year	748,224	21,796	53,724	823,744
Net book value at the end of the year	712,594	14,313	59,468	786,375

Revaluation

All fixed assets are recognised at cost.

Capital commitments

Contractual commitments for the acquisition of tangible fixed assets.

This year	Last year
£	£
-	14,370

Note 9

Debtors and prepayments

Analysis of debtors

Trade debtors

Prepayments and accrued income

Other debtors

	This year	Last year
	£	£
	4,309	22,401
	21,285	11,941
	3,151	4,313
Total	28,745	38,655

Analysis of debtors recoverable in more than 1 year (included in debtors above)

Trade debtors

Prepayments and accrued income

Other debtors

	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
Total	-	-

Note 10

Creditors and accruals

Analysis of creditors

Accruals for grants payable

Bank loans and overdrafts

Trade creditors

Payments received on account for contracts or performance-related grants

Accruals and deferred income

Taxation and social security

Other creditors

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
112	7,839	-	-
-	-	-	-
11,006	30,257	-	-
-	-	-	-
788	3,625	-	-
Total 11,906	41,721	-	-

Deferred income

This year	Last year
5,640	7,544
Car park permits and hall hire paid in advance	Car park permits, hall hire and sponsorship paid in advance

Reason why income is deferred.

Note 11 Charity funds

Details of material funds held and movements during the CURRENT reporting period

Fund names	Type	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Amalgamate into one fund £	Fund balances carried forward £
Fixed Assets	Restricted	Lottery funded fixed asset purchases	823,744	-	50,267	-	-	773,477
Locality	Restricted	A historic fund who's purpose is now unknown	1,000	-	-	1,000	-	-
ASDAN	Restricted	Outdoor training for students following a limited academic curriculum	87	-	-	-	-	-
National Lottery	Restricted	For various improvements to the park	-	16,900	17,465	87	-	-
Donations for benches	Restricted	Memorial benches in the park	-	1,500	2,220	565	-	-
Donations for trees	Restricted	Memorial trees / plaques in the park	-	210	403	720	-	-
West Suffolk Council	Restricted	For footpath maintenance within the park	-	5,000	-	193	-	-
			-	-	-	-	-	5,000
Total Restricted Funds			824,831	23,610	70,355	391	-	778,477

Water	Unrestricted		21,818	-	-	-	-	21,818	-
Other	Unrestricted		9,524	-	-	-	-	9,524	-
Castle Walls	Unrestricted		1,000	-	-	-	-	1,000	-
The Old Goods Shed	Unrestricted		2,000	-	-	-	-	2,000	-
General Fund	Unrestricted		176,753	152,730	99,151	391	-	34,342	264,283
Total Unrestricted Funds			211,095	152,730	99,151	391	-	-	264,283

Section C

Notes to the accounts

(cont)

Note 11 Charity funds (cont)

Details of material funds held and movements during the PREVIOUS reporting period

Fund names	Type	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Fixed Assets	Restricted	For the purpose of acquiring fixed assets	870,106	-	50,267	3,905	-	823,744
Locality	Restricted	A historic fund who's purpose is now unknown	1,000	-	-	-	-	1,000
ASDAN	Restricted	Outdoor training for students following a limited academic curriculum	87	-	-	-	-	87
Total Restricted Funds			871,193	-	50,267	3,905	-	824,831

Water	Unrestricted		21,818	-	-	-	-	21,818
Other	Unrestricted		13,037	6,319	5,927	3,905	-	9,524
Castle Walls	Unrestricted		1,000	-	-	-	-	1,000
The Old Goods Shed	Unrestricted		2,000	-	-	-	-	2,000
General Fund	Unrestricted		142,767	158,917	124,931	-	-	176,753
Total Unrestricted Funds			180,622	165,236	130,858	3,905	-	211,095

Note 11

Charity funds (cont)

Transfers between funds

This year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between restricted and unrestricted funds	Transfer Locality restricted fund to the unrestricted General Fund as a very historic fund with little chance of any contact from the grantors	- 1,000
Between restricted and unrestricted funds	Transfer ASDAN restricted fund to the unrestricted General Fund as a very historic fund with little chance of any contact from the grantors	- 87
Between unrestricted and restricted funds	From unrestricted General Fund to pay for surplus spend on National Lottery funded improvements to the park	565
Between unrestricted and restricted funds	From unrestricted General Fund to pay for surplus spend on memorial benches	720
Between unrestricted and restricted funds	From unrestricted General Fund to pay for surplus spend on memorial trees and plaques	193
	Total	391

Last year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds	From unrestricted General Fund to pay for fixed asset additions in the year	3,905
	Total	3,905

Note 12 Transactions with trustees and related parties**Trustee remuneration and benefits****This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

Trustees' expenses

No trustee expenses have been incurred (True or False)

TRUE

Transactions with related parties**This year**

There have been no related party transactions in the reporting period (True or False)

TRUE

Last year

There have been no related party transactions in the reporting period (True or False)

TRUE



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From: 1 April 2024 To: 31 March 2025

Charity name: Clare Castle Country Park Trust

Charity registration number: 1160965

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life. To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the peaceful nature of a country park.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The trust does not make grants
Policy on social investment including program related investment	Para 1.38	The Trust has supported 3 local schools in undertaking activities in the park, as well as making the park available for community events such as a Party in the Park and a National Town Cryer event.

Contribution made by volunteers	Para 1.38	Volunteers have contributed around 2k hours during the year. Without their support the Trust would not be able to provide the excellent facilities and environment that it does.
Other		Nothing further to report

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The country park provides a haven of tranquillity for both local residents and visitors to the town of Clare. The Trust facilitates the provision of a space for community events and gatherings, both formal and informal, as well as maintaining the heritage of an ancient monument and Clare's historic railway station.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

--	--	--

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The Trust was established by way of a constitution document.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointments are for 4 years. There are to be Eight trustees. Two trustees appointed by Clare Town Council. Two by supporters Two by continuing trustees with Town Council Approval Two by continuing trustees without town council approval

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Clare Castle Country Park Trust
Other name the charity uses	N/a
Registered charity number	1160965
Charity's principal address	Park Office Malting Lane Clare Sudbury Suffolk

CO10 8NW

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trust remains in a very positive financial position with reserves to ensure the country park and ancient monument can be maintained for the foreseeable future.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trust's policy is to hold at least 12 months income as a reserve. This is necessary to ensure maintenance of the ancient monument and other buildings, as well as the natural environment, to a safe standard and in line with proper conservation practices.
Amount of reserves held	Para 1.22	£1,042,760
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of income is from parking revenue. Other important sources are donations and income from rental of properties on site.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Trust has no specific policy. It retains funds in secure cash based accounts, with almost all funds covered by the FCSC scheme
A description of the principal risks facing the charity	Para 1.46	
Other		

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Neil Bagshaw			Town Council
2	Richard Holmes		Appointed 1/2/25	Town Council
3	Gary Brown			Trustees
4	Kevin Price	Finance Trustee		Trustees
5	Susan Eyre			Trustees (TC Support)
6	Andy Brader			Trustees (TC Support)
7	Cathrine Merch-Chammon	Chair		Supporters
8	Sherralyn Drury			Supporters
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/a

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Cathrine Merch-Chammon	Kevin Price
Position (eg Secretary, Chair, etc)	Chair	Finance Trustee
Date	23/9/25	

Accounts

Charity Registration No. 1160965 (England and Wales)

Company Registration No. CE003745 (England and Wales)

CLARE CASTLE COUNTRY PARK TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024



CLARE CASTLE
COUNTRY PARK

CLARE CASTLE COUNTRY PARK TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Gary Brown	
	Neil Bagshaw	
	Jack Dalziel	
	Mrs M Merch-Chammon	
	Mrs S Drury	
	Mrs S Eyre	
	Mr A Brader	
	K Price	(Appointed 1 May 2024)
Charity number	1160965	
Principal address	Station Building Malting Lane Clare Sudbury CO10 8NW	
Independent examiner	Ensors Accountants LLP Saxon House Moseley's Farm Business Centre Fornham All Saints Bury St Edmunds IP28 6JY	

CLARE CASTLE COUNTRY PARK TRUST

CONTENTS

	Page
Trustees' report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Statement of cash flows	8
Notes to the financial statements	9 - 18

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Trust's objects are:

- 1) To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for the public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life; and
- 2) To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage

There has been no change in these during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

To further the Objectives, the Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the basic peaceful nature of a country park. In addition to improving the general ecology of the Park, the Delivery Phase of the National Lottery Heritage Fund project started in May 2019 and completed in May 2023.

Achievements and performance

Financial review

Grants and the related expenditure (whether treated as 'Restricted' or Unrestricted' Funds) are viewed separately from the operating results. The Trustees believe the operating results best reflects the day-to-day results of managing the Park.

Accounting conventions requires the treatment of capital expenditure to be dealt with in the way shown in these accounts. However, to a casual reader of the accounts this could give a misleading view of the ongoing financial performance of the Trust. This arises from the fact that capital expenditure, covered 100% by grants, is treated as a fixed asset with only the depreciation on that expenditure being included as a cost but the full amount of the grant being included in the Income and Expenditure account. The result is that in the year the grant is received and the expenditure is incurred a substantial excess of income over expenditure is shown while in the following years there can be a sizeable depreciation charge but no grant income. This has no cash implications but can be confusing to the average non financial reader of the accounts.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

	2023/24	2022/23
Operating surplus of the general fund	34,378	9,222
Add - Grants		3,876
	34,378	13,098
Project costs	-	(3,978)
Cost capitalised	-	-
	-	(3,978)
Depreciation	(50,267)	(49,876)
Total costs	(50,267)	(53,854)
	(50,267)	(53,854)
Net movement in funds	(15,889)	(40,756)

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to twelve month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Grants

Unrestricted grants received in the year totalled £6,319 (2022: £nil). £5,926 (2022: £nil) was spent in the year.

Restricted grants received in the year totalled £nil (2023: £3,876) with expenditure of £nil (2023: £53,854). The two major projects funded by grants from the National Lottery Heritage Fund and LEADER (for the Education Training & Volunteer Centre) require expenditure to be incurred before the grants are paid.

Operating Expenditure

The work undertaken by West Suffolk Council (grass cutting, litter removal, weekly playground Health & Safety inspections, tree inspections by a qualified arboriculturalist, and general and specific advice on all matters relating to the proper management of a country park) is covered by a Service Level Agreement (SLA).

The 'Green Space' maintenance costs (which covers all those things that are not part of the SLA; such as the castle maintenance, and work relating to trees, water features, hard surfaces, fences and gates and general park management).

Support

The Trustees are grateful for the considerable amount of time put in by the volunteers. Without this support it would be impossible to maintain the Park and make the improvements to the facilities that have been achieved in the five years since the Park was transferred to Clare.

We would also thank Dedham Vale AONB and Stour Valley Project (including Simon Anstutz and Emma Black) and the Environment Agency (including Will Akast) who have given us invaluable advice.

Assets

The freeholds of the land and buildings are held by Clare Town Council and consequently are not included in the accounts of the Trust.

The fixed asset total is represented by the 'Fixed Asset' Fund within restricted reserves, to ring fence the total costs and subsequent depreciation in to a separate fund instead of amalgamating this within other projects.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees continue to review the level of cash reserves and will maintain funds as they see fit to meet the day to day objectives of the charity.

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. They are reviewed every six months.

Since the Trust was formed in 2015 a 'General Reserve' of c£140,000 has been built up. This was possible due to the considerable amount of time put in by a few volunteers. The Trustees did not believe that was sustainable in the medium/long term and so took steps to recruit paid staff to carry out some of those very time-consuming 'management' and 'administrative' roles. This means that the surpluses of £20-30,000+pa generated in the early years will no longer be possible. However, while it may sometimes be a struggle to make a small surplus the existing 'General Reserves', the substantial number of volunteers, plus the paid staff means the Trustees have no reservations about the 'going concern' status of the Trust.

The going concern assumption used within the financial statements is considered appropriate given the reserves of the charity, which will support its activities in the foreseeable future. This is discussed further within the accounting policies.

The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

The completion of the National Lottery Heritage Fund project will mean that the major improvements to the park as set out in the grant application will be completed. This project has involved a huge amount of volunteer time in addition to the running of the Park on a day-to-day basis. On completion of the project it is the Trustees intention to continue to maintain the Park to meet the sometimes conflicting ecological and visitor demands in the most appropriate way and to the highest standard achievable. There are always likely to be improvements that will require capital expenditure but these will only be implemented if grants are obtained or operating surpluses have generated sufficient funds.

Structure, governance and management

The charity is administered by the Trustees.

The accounts are prepared in accordance with applicable accounting standards and comply with the Charities Regulations/Act.

- 1) The accounts are prepared on an accrual basis.
- 2) Staff costs. During the year there were three part-time employees: a park manager, an administrator and, a cleaner. Everyone else gave their time freely and often do not claim expenses.
- 3) The Reserves Policy was approved by the Trustees on 30th March 2016 with the aim of having reserves that roughly equates to the normal expenditure in one year.
- 4) Two Trustees or one trustee and the administrator are required to approve any withdrawals from any bank or savings accounts held by the Trust.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The Constitution of the Trust sets out how eight Trustees are appointed. Appointments are for four years. Two are appointed by the Town Council, two by 'Supporters', two by continuing Trustees with the approval of the Town Council and two by continuing Trustees without the need for approval by the Town Council.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Gary Brown	
Emma Hastings	(Resigned 1 May 2024)
Mary Tweed	(Resigned 1 May 2024)
Neil Bagshaw	
Jack Dalziel	
Mrs M Merch-Chammon	
Mrs S Drury	
Mrs S Eyre	
Mr A Brader	
K Price	(Appointed 1 May 2024)

When a vacancy occurs the Trustees identify the particular skills and experience they believe are needed and then advertise and interview potential candidates before the appropriate group makes the final choice. There is an induction process that covers a wide range of matters a new Trustee needs to know which includes the identification and implementation of any specific training needs.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources of the Trust for that year.

In preparing these financial statements, the Trustees are required to:

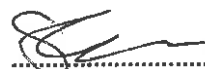
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report was approved by the Board of Trustees on 6/12/24



Jack Dalziel
Trustee



Mrs S Eyre
Trustee

CLARE CASTLE COUNTRY PARK TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLARE CASTLE COUNTRY PARK TRUST

I report to the Trustees on my examination of the financial statements of Clare Castle Country Park Trust (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Christopher Barrett (FCCA)

Saxon House
Moseley's Farm Business Centre
Fornham All Saints
Bury St Edmunds
IP28 6JY

Dated: 6/12/24

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from:							
Donations and legacies	3	24,403	-	24,403	12,129	3,876	16,005
Charitable activities	4	109,889	-	109,889	82,974	-	82,974
Other trading activities	5	30,944	-	30,944	29,574	-	29,574
Total income		165,236	-	165,236	124,677	3,876	128,553
Expenditure on:							
Charitable activities	6	130,858	50,267	181,125	115,455	53,854	169,309
Total expenditure		130,858	50,267	181,125	115,455	53,854	169,309
Net income/(expenditure)		34,378	(50,267)	(15,889)	9,222	(49,978)	(40,756)
Transfers between funds	11	(3,905)	3,905	-	(101)	101	-
Net movement in funds	7	30,473	(46,362)	(15,889)	9,121	(49,877)	(40,756)
Reconciliation of funds:							
Fund balances at 1 April 2023		180,622	871,193	1,051,815	171,501	921,070	1,092,571
Fund balances at 31 March 2024		211,095	824,831	1,035,926	180,622	871,193	1,051,815

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

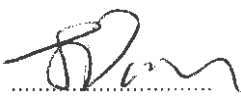
CLARE CASTLE COUNTRY PARK TRUST

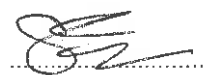
BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	12		823,744		870,105
Current assets					
Stocks	13	2,698		1,832	
Debtors	14	38,655		30,281	
Cash at bank and in hand		212,550		194,248	
		<u>253,903</u>		<u>226,361</u>	
Creditors: amounts falling due within one year	15	<u>(41,721)</u>		<u>(44,651)</u>	
Net current assets			<u>212,182</u>		<u>181,710</u>
Total assets less current liabilities			<u>1,035,926</u>		<u>1,051,815</u>
The funds of the Trust					
Restricted income funds	16		824,831		871,193
Unrestricted funds	17		211,095		180,622
			<u>1,035,926</u>		<u>1,051,815</u>

The financial statements were approved by the Trustees on 6/12/24


 Jack Dalziel
 Trustee


 Mrs S Eyre
 Trustee

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	21		22,208		48,919
Investing activities					
Purchase of tangible fixed assets		(3,906)		-	
Net cash used in investing activities			(3,906)		-
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			18,302		48,919
Cash and cash equivalents at beginning of year			194,248		145,329
Cash and cash equivalents at end of year			212,550		194,248

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Clare Castle Country Park Trust is a Charitable Incorporated Organisation.

The registered office is Station Building, Malting Lane, Clare, Sudbury, CO10 8NW

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Raising funds comprise costs associated with attracting with fundraising costs, such as the costs of fundraising trading and associated costs.

Expenditure on charitable activities comprises of costs incurred by the Charity in the delivery of its activities for its beneficiaries.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	Over lease term
Play equipment	10 Year straight line
Fixtures and fittings	10 Year straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Trust reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.10 Financial instruments

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Trust's balance sheet when the Trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the Trust's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	7,889	-	7,889	3,812	-	3,812
Grants	6,319	-	6,319	-	3,876	3,876
Membership fees	10,195	-	10,195	8,317	-	8,317
	<u>24,403</u>	<u>-</u>	<u>24,403</u>	<u>12,129</u>	<u>3,876</u>	<u>16,005</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Ancillary trading income	96,758	75,313
Other income	13,131	7,661
	<u>109,889</u>	<u>82,974</u>

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	593	1,402
Letting and licensing arrangements	27,145	25,831
Sponsorships and social lotteries	3,206	2,341
	<u>30,944</u>	<u>29,574</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

6 Charitable activities

	Total 2024 £
Depreciation and impairment	50,267
Green Space Service Level Agreement	16,186
Green space maintenance	16,913
Building maintenance - Buildings	4,936
Building maintenance - Toilets	15,880
Car Park Service Level Agreement	6,047
Expenditure on projects NLHF	2,754
Overheads	68,142
	181,125
	181,125
Analysis by fund	
Unrestricted funds	130,858
Restricted funds	50,267
	181,125

7 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	50,267	49,876

8 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Trust during the year.

9 Employees

The average monthly number of employees during the year was:

2024 Number	2023 Number
3	4

There were no employees whose annual remuneration was more than £60,000.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Transfers

A transfer of £3,905 (2023: £Nil) was made from Unrestricted Funds to the Fixed Asset Restricted Fund.

£Nil (2023: £5,378) was transferred to Unrestricted funds from designated funds. This included transfers of £nil, (2023: £5,000) to the Water Fund. There were also transfers of £nil (2023: £600), from the National Lottery Heritage Fund, and Other £Nil (2023: £378) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

Other transfers have been detailed within the Designated fund note 17 and Restricted funds note 16, detailing the movement of reserves during the year.

12 Tangible fixed assets

	Property improvements £	Play equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2023	935,258	35,783	106,684	1,077,725
Additions	-	3,904	-	3,904
At 31 March 2024	935,258	39,687	106,684	1,081,629
Depreciation and impairment				
At 1 April 2023	151,404	14,313	41,901	207,618
Depreciation charged in the year	35,630	3,578	11,059	50,267
At 31 March 2024	187,034	17,891	52,960	257,885
Carrying amount				
At 31 March 2024	748,224	21,796	53,724	823,744
At 31 March 2023	783,853	21,470	64,782	870,105

13 Stocks

	2024 £	2023 £
Finished goods and goods for resale	2,698	1,832

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	22,401	18,797
Other debtors	4,313	1,116
Prepayments and accrued income	11,941	10,368
	<u>38,655</u>	<u>30,281</u>

15 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security		142
Trade creditors	7,839	12,289
Other creditors	3,625	5,156
Accruals and deferred income	30,257	27,064
	<u>41,721</u>	<u>44,651</u>

16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Fixed Assets	870,106	-	(50,267)	3,905	823,744
Locality	1,000	-	-	-	1,000
ASDAN	87	-	-	-	87
	<u>871,193</u>	<u>-</u>	<u>(50,267)</u>	<u>3,905</u>	<u>824,831</u>
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
National Lottery Heritage Fund		3,876	(3,977)	101	-
Fixed Assets	919,983	-	(49,877)	-	870,106
Locality	1,000	-	-	-	1,000
ASDAN	87	-	-	-	87
	<u>921,070</u>	<u>3,876</u>	<u>53,854</u>	<u>101</u>	<u>871,193</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

16 Restricted funds

(Continued)

Restricted funds consist of amounts given for a specified purpose for use within the Trust -

National Lottery Heritage Fund - This consists of amounts received from the National Heritage Lottery Fund to restore key features of the park and share Clare's heritage.

Fixed Assets - This fund is represented by fixed assets which have been purchased with restricted monies. The amounts equates to the figure which has been capitalised within fixed assets on the balance sheet.

ASDAN - A grant was received from the Frank Jackson Trust to provide outdoor training for students who were following a limited academic curriculum.

Funds under £2k - There are a number of restricted funds, none of which amount to more than £2,000. These restricted amounts are used for the specified purposes as intended by the donors.

Transfers -

A transfer of £3,905 (2023: £nil) was made from Unrestricted Funds to the Fixed Asset Restricted Fund.

A transfer of £Nil (2023: £101) was made from the National Lottery Heritage Fund (Restricted) to Unrestricted Funds upon the cessation of the projects.

17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Water	21,818	-	-	-	21,818
Other	13,037	6,319	(5,927)	(3,905)	9,524
Castle Walls	1,000	-	-	-	1,000
The Old Goods Shed	2,000	-	-	-	2,000
General funds	142,767	158,917	(124,931)	-	176,753
	<u>180,622</u>	<u>165,236</u>	<u>(130,858)</u>	<u>(3,905)</u>	<u>211,095</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

17 Unrestricted funds

(Continued)

Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
National Lottery Heritage Fund	600	-	-	(600)	-
Water	16,818	-	-	5,000	21,818
Other	12,659	-	-	378	13,037
Castle Walls	1,000	-	-	-	1,000
The Old Goods Shed	2,000	-	-	-	2,000
General funds	138,424	124,677	(115,455)	(4,879)	142,767
	171,501	124,677	115,455	(101)	180,622

Designated Funds are those the trustees have agreed should be set aside for specific projects or capital expenditure that would not be part of the ongoing running and maintenance of the park -

National Heritage Lottery Fund - This consists of the Trust's contribution for the delivery phase of the National Lottery Heritage Fund project.

Water - This fund is in relation to monies set aside for water feature projects within the park.

Other - This fund relates to other projects for which the Trustees have set aside funds for.

Transfers

A transfer of £3,905 (2023: £nil) was made from Unrestricted Funds to the Fixed Asset Restricted Fund.

£Nil (2023: £5,378) was transferred to Unrestricted funds from designated funds. This included transfers of £nil, (2023: £5,000) to the Water Fund. There were also transfers of £nil (2023: £600), from the National Lottery Heritage Fund, and Other £Nil (2023: £378) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

18 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	-	823,744	823,744
Current assets/(liabilities)	211,095	1,087	212,182
	211,095	824,831	1,035,926

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

18 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 March 2023:			
Tangible assets	-	870,105	870,105
Current assets/(liabilities)	180,622	1,088	181,710
	<u>180,622</u>	<u>871,193</u>	<u>1,051,815</u>

19 Capital commitments

2024
£

2023
£

Amounts contracted for but not provided in the financial statements:

Acquisition of property, plant and equipment

14,370

20 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

21 Cash generated from operations

2024
£

2023
£

Deficit for the year

(15,889)

(40,755)

Adjustments for:

Depreciation and impairment of tangible fixed assets

50,267

49,876

Movements in working capital:

(Increase) in stocks

(866)

(470)

(Increase)/decrease in debtors

(8,374)

58,379

(Decrease) in creditors

(2,930)

(10,111)

(Decrease)/increase in provisions

(8,000)

Cash generated from operations

22,208

48,919

22 Analysis of changes in net funds

The Trust had no material debt during the year.

CLARE CASTLE COUNTRY PARK TRUST CIO

England & Wales - Charity number 1160965

Accounts

Charity Registration No. 1160965 (England and Wales)

Company Registration No. CE003745 (England and Wales)

CLARE CASTLE COUNTRY PARK TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023



CLARE CASTLE
COUNTRY PARK

CLARE CASTLE COUNTRY PARK TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Gary Brown Emma Hastings Mary Tweed Neil Bagshaw Jack Dalziel Mrs M Merch-Chammon Mrs S Drury Mrs S Eyre Mr A Brader (Appointed 12 April 2022)
Charity number	1160965
Principal address	Station Building Malting Lane Clare Sudbury CO10 8NW
Independent examiner	Ensors Accountants LLP Saxon House Moseley's Farm Business Centre Fornham All Saints Bury St Edmunds IP28 6JY

CLARE CASTLE COUNTRY PARK TRUST

CONTENTS

	Page
Trustees' report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Statement of cash flows	8
Notes to the financial statements	9 - 20

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Trust's objects are:

- 1) To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for the public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life; and
- 2) To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage

There has been no change in these during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

To further the Objectives, the Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the basic peaceful nature of a country park. In addition to improving the general ecology of the Park, the Delivery Phase of the National Lottery Heritage Fund project started in May 2019 and completed in May 2023.

Achievements and performance

Financial review

Grants and the related expenditure (whether treated as 'Restricted' or Unrestricted' Funds) are viewed separately from the operating results. The Trustees believe the operating results best reflects the day-to-day results of managing the Park.

Accounting conventions requires the treatment of capital expenditure to be dealt with in the way shown in these accounts. However, to a casual reader of the accounts this could give a misleading view of the ongoing financial performance of the Trust. This arises from the fact that capital expenditure, covered 100% by grants, is treated as a fixed asset with only the depreciation on that expenditure being included as a cost but the full amount of the grant being included in the Income and Expenditure account. The result is that in the year the grant is received and the expenditure is incurred a substantial excess of income over expenditure is shown while in the following years there can be a sizeable depreciation charge but no grant income. This has no cash implications but can be confusing to the average non financial reader of the accounts.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

	2022/23	2021/22
Operating surplus of the general fund	9,222	20,443
Add - Grants	3,876	127,278
	13,098	147,721
Project costs	(3,978)	(127,278)
Cost capitalised	-	-
	(3,978)	(127,278)
Depreciation	(49,876)	(49,876)
Total costs	(53,854)	(177,154)
	(53,854)	(177,154)
Net movement in funds	(40,756)	(29,433)

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to twelve month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Grants

Unrestricted grants received in the year totalled £nil (2022: £nil). £nil (2022: £8,762) was spent in the year.

Restricted grants received in the year totalled £3,876 (2022: £127,278) with expenditure of £53,854 (2022: £177,155). The two major projects funded by grants from the National Lottery Heritage Fund and LEADER (for the Education Training & Volunteer Centre) require expenditure to be incurred before the grants are paid.

Operating Expenditure

The work undertaken by West Suffolk Council (grass cutting, litter removal, weekly playground Health & Safety inspections, tree inspections by a qualified arboriculturalist, and general and specific advice on all matters relating to the proper management of a country park) is covered by a Service Level Agreement (SLA).

The 'Green Space' maintenance costs (which covers all those things that are not part of the SLA; such as the castle maintenance, and work relating to trees, water features, hard surfaces, fences and gates and general park management).

Support

The Trustees are grateful for the considerable amount of time put in by the volunteers. Without this support it would be impossible to maintain the Park, and make the improvements to the facilities that have been achieved in the five years since the Park was transferred to Clare.

We would also thank Dedham Vale AONB and Stour Valley Project (including Simon Anstutz and Emma Black) and the Environment Agency (including Will Akast) who have given us invaluable advice.

Assets

The freeholds of the land and buildings are held by Clare Town Council and consequently are not included in the accounts of the Trust.

The fixed asset total is represented by the 'Fixed Asset' Fund within restricted reserves, to ring fence the total costs and subsequent depreciation in to a separate fund instead of amalgamating this within other projects.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees continue to review the level of cash reserves and will maintain funds as they see fit to meet the day to day objectives of the charity.

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. They are reviewed every six months.

Since the Trust was formed in 2015 a 'General Reserve' of c£140,000 has been built up. This was possible due to the considerable amount of time put in by a few volunteers. The Trustees did not believe that was sustainable in the medium/long term and so took steps to recruit paid staff to carry out some of those very time-consuming 'management' and 'administrative' roles. This means that the surpluses of £20-30,000+pa generated in the early years will no longer be possible. However, while it may sometimes be a struggle to make a small surplus the existing 'General Reserves', the substantial number of volunteers, plus the paid staff means the Trustees have no reservations about the 'going concern' status of the Trust.

The going concern assumption used within the financial statements is considered appropriate given the reserves of the charity, which will support its activities in the foreseeable future. This is discussed further within the accounting policies.

The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

The completion of the National Lottery Heritage Fund project will mean that the major improvements to the park as set out in the grant application will be completed. This project has involved a huge amount of volunteer time in addition to the running of the Park on a day-to-day basis. On completion of the project it is the Trustees intention to continue to maintain the Park to meet the sometimes conflicting ecological and visitor demands in the most appropriate way and to the highest standard achievable. There are always likely to be improvements that will require capital expenditure but these will only be implemented if grants are obtained or operating surpluses have generated sufficient funds.

Structure, governance and management

The charity is administered by the Trustees.

The accounts are prepared in accordance with applicable accounting standards and comply with the Charities Regulations/Act.

- 1) The accounts are prepared on an accrual basis.
- 2) Staff costs. During the year there were three part-time employees: a park manager, an administrator and, a cleaner. Everyone else gave their time freely and often do not claim expenses.
- 3) The Reserves Policy was approved by the Trustees on 30th March 2016 with the aim of having reserves that roughly equates to the normal expenditure in one year.
- 4) Two Trustees or one trustee and the administrator are required to approve any withdrawals from any bank or savings accounts held by the Trust.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The Constitution of the Trust sets out how eight Trustees are appointed. Appointments are for four years. Two are appointed by the Town Council, two by 'Supporters', two by continuing Trustees with the approval of the Town Council and two by continuing Trustees without the need for approval by the Town Council.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Gary Brown
Emma Hastings
Mary Tweed

(Resigned 1 September 2022)

Wendy Parker
Neil Bagshaw
Jack Dalziel
Mrs M Merch-Chammon
Mrs S Drury
Mrs S Eyre
Mr A Brader

(Appointed 12 April 2022)

When a vacancy occurs the Trustees identify the particular skills and experience they believe are needed and then advertise and interview potential candidates before the appropriate group makes the final choice. There is an induction process that covers a wide range of matters a new Trustee needs to know which includes the identification and implementation of any specific training needs.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources of the Trust for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report was approved by the Board of Trustees on 13/11/2023



Jack Dalziel
Trustee



Mrs S Eyre
Trustee

CLARE CASTLE COUNTRY PARK TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLARE CASTLE COUNTRY PARK TRUST

I report to the Trustees on my examination of the financial statements of Clare Castle Country Park Trust (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Christopher Barrett (FCCA)

Saxon House
Moseley's Farm Business Centre
Fornham All Saints
Bury St Edmunds
IP28 6JY

Dated: 23/11/2023

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	12,129	3,876	16,005	15,865	127,278	143,143
Charitable activities	4	82,974	-	82,974	87,751	-	87,751
Other trading activities	5	29,574	-	29,574	31,300	-	31,300
Total income		124,677	3,876	128,553	134,916	127,278	262,194
Expenditure on:							
Charitable activities	6	115,455	53,854	169,309	114,473	177,154	291,627
Net incoming/(outgoing) resources before transfers		9,222	(49,978)	(40,756)	20,443	(49,876)	(29,433)
Gross transfers between funds	10	(101)	101	-	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		9,121	(49,877)	(40,756)	20,443	(49,876)	(29,433)
Fund balances at 1 April 2022		171,501	921,070	1,092,571	151,058	970,946	1,122,004
Fund balances at 31 March 2023		180,622	871,193	1,051,815	171,501	921,070	1,092,571

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CLARE CASTLE COUNTRY PARK TRUST

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		870,105		919,982
Current assets					
Stocks	12	1,832		1,362	
Debtors	13	30,281		88,660	
Cash at bank and in hand		194,248		145,329	
		226,361		235,351	
Creditors: amounts falling due within one year	14	(44,651)		(54,762)	
Net current assets			181,710		180,589
Total assets less current liabilities			1,051,815		1,100,571
Provisions for liabilities			-		(8,000)
Net assets			1,051,815		1,092,571
Income funds					
Restricted funds	15		871,193		921,070
<u>Unrestricted funds</u>					
Designated funds	16	37,855		33,078	
General unrestricted funds		142,767		138,423	
			180,622		171,501
			1,051,815		1,092,571

The financial statements were approved by the Trustees on 13/11/2023



Jack Dalziel
Trustee



Mrs S Eyre
Trustee

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	20		48,919		(20,266)
Net cash used in investing activities			-		-
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			48,919		(20,266)
Cash and cash equivalents at beginning of year			145,329		165,595
Cash and cash equivalents at end of year			194,248		145,329

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Clare Castle Country Park Trust is a Charitable Incorporated Organisation.

The registered office is The Old School, Callis Street, Clare, Suffolk, CO10 8PX.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Raising funds comprise costs associated with attracting with fundraising costs, such as the costs of fundraising trading and associated costs.

Expenditure on charitable activities comprises of costs incurred by the Charity in the delivery of its activities for its beneficiaries.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	Over lease term
Play equipment	10 Year straight line
Fixtures and fittings	10 Year straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Trust reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.10 Financial instruments

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Trust's balance sheet when the Trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

1.11 Provisions

Provisions are recognised when the Trust has a legal or constructive present obligation as a result of a past event, it is probable that the Trust will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period in which it arises.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

2 Critical accounting estimates and judgements

In the application of the Trust's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of *assets and liabilities that are not readily apparent* from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. *Actual results may differ from these estimates.*

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	3,812	-	3,812	3,677	-	3,677
Grants	-	3,876	3,876	-	127,278	127,278
Friends and Patrons	8,317	-	8,317	12,188	-	12,188
	<u>12,129</u>	<u>3,876</u>	<u>16,005</u>	<u>15,865</u>	<u>127,278</u>	<u>143,143</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Car Park income	75,313	82,664
The Olds Good Shed/ Clare Park Centre income	7,661	5,087
	<u>82,974</u>	<u>87,751</u>

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Events and activities	1,402	1,438
Letting arrangements	25,831	27,154
Sponsorships	2,341	2,708
	<u>29,574</u>	<u>31,300</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	Total 2023 £
Depreciation and impairment	49,876
Green Space Service Level Agreement	19,145
Green space maintenance	4,859
Building maintenance - Buildings	927
Building maintenance - Toilets	11,568
Car Park Service Level Agreement	7,995
Expenditure on projects NLHF	7,938
Overheads	67,001
	169,309
	169,309
Analysis by fund	
Unrestricted funds	115,455
Restricted funds	53,854
	169,309

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Trust during the year.

8 Employees

The average monthly number of employees during the year was:

2023 Number	2022 Number
4	3

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

10 Transfers

During the year, various transfers have taken place between the funds.

£5,378 (2022: £3,124) was transferred to Unrestricted funds from designated funds. This included transfers of £5,000, (2022: £5,000) to the Water Fund, £nil (2022: £1,000) to Castle Walls Fund and £nil (2022: £2,000) to the Old Goods Shed Fund. There were also transfers from the National Lottery Heritage Fund, £600 (2022: £6,859), and Other £378 (2022: £4,265) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

Other transfers have been detailed within the Designated fund note 16 and Restricted funds note 15, detailing the movement of reserves during the year.

11 Tangible fixed assets

	Property improvements £	Play equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2022	935,258	35,783	106,684	1,077,725
At 31 March 2023	935,258	35,783	106,684	1,077,725
Depreciation and impairment				
At 1 April 2022	115,775	10,735	31,234	157,744
Depreciation charged in the year	35,630	3,578	10,668	49,876
At 31 March 2023	151,405	14,313	41,902	207,620
Carrying amount				
At 31 March 2023	783,853	21,470	64,782	870,105
At 31 March 2022	819,483	25,048	75,451	919,982

12 Stocks

	2023 £	2022 £
Finished goods and goods for resale	1,832	1,362

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	18,797	22,413
Other debtors	1,116	56,150
Prepayments and accrued income	10,368	10,097
	30,281	88,660

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	142	142
Trade creditors	12,289	5,689
Other creditors	5,156	8,378
Accruals and deferred income	27,064	40,695
	<u>44,651</u>	<u>54,762</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers
	£	£	£	£	£	£	Balance at 31 March 2023 £
National Lottery Heritage Fund	-	127,278	(127,278)	-	3,876	(3,977)	101
Fixed Assets	969,859	-	(49,876)	919,983	-	(49,877)	-
Locality	1,000	-	-	1,000	-	-	-
ASDAN	87	-	-	87	-	-	-
	<u>970,946</u>	<u>127,278</u>	<u>(177,154)</u>	<u>921,070</u>	<u>3,876</u>	<u>(53,854)</u>	<u>101</u>
							<u>871,193</u>

Restricted funds consist of amounts given for a specified purpose for use within the Trust -

National Lottery Heritage Fund - This consists of amounts received from the National Heritage Lottery Fund to restore key features of the park and share Clare's heritage.

Fixed Assets - This fund is represented by fixed assets which have been purchased with restricted monies. The amounts equates to the figure which has been capitalised within fixed assets on the balance sheet.

ASDAN - A grant was received from the Frank Jackson Trust to provide outdoor training for students who were following a limited academic curriculum.

Funds under £2k - There are a number of restricted funds, none of which amount to more than £2,000. These restricted amounts are used for the specified purposes as intended by the donors.

Transfers -

A transfer of £101 (2022: £nil) was made from the National Lottery Heritage Fund (Restricted) to Unrestricted Funds upon the cessation of the projects.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Transfers £	Balance at 1 April 2022 £	Transfers £	Balance at 31 March 2023 £
National Lottery Heritage Fund	7,460	(6,859)	600	(600)	-
Water	11,818	5,000	16,818	5,000	21,818
Other	16,924	(4,265)	12,659	378	13,037
Castle Walls	-	1,000	1,000	-	1,000
The Old Goods Shed	-	2,000	2,000	-	2,000
	<u>36,202</u>	<u>(3,124)</u>	<u>33,077</u>	<u>4,778</u>	<u>37,855</u>

Designated Funds are those the trustees have agreed should be set aside for specific projects or capital expenditure that would not be part of the ongoing running and maintenance of the park -

National Heritage Lottery Fund - This consists of the Trust's contribution for the delivery phase of the National Lottery Heritage Fund project.

Water - This fund is in relation to monies set aside for water feature projects within the park.

Other - This fund relates to other projects for which the Trustees have set aside funds for.

Transfers -

£5,378 (2022: £3,124) was transferred to Unrestricted funds from designated funds. This included transfers of £5,000, (2022: £5,000) to the Water Fund, £nil (2022: £1,000) to Castle Walls Fund and £nil (2022: £2,000) to the Old Goods Shed Fund. There were also transfers from the National Lottery Heritage Fund, £600 (2022: £6,859), and Other £378 (2022: £4,265) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:					
Tangible assets	-	870,105	870,105	-	919,982
Current assets/(liabilities)	180,622	1,088	181,710	193,920	180,589
Provisions	-	-	-	(8,000)	(8,000)
	<u>180,622</u>	<u>871,193</u>	<u>1,051,815</u>	<u>185,920</u>	<u>1,092,571</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

18 Operating lease commitments

Lessor

At the reporting end date the Trust had contracted with tenants for the following minimum lease payments:

	2023 £	2022 £
Within one year	-	479

19 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

20 Cash generated from operations

	2023 £	2022 £
Deficit for the year	(40,755)	(29,430)
Adjustments for:		
Depreciation and impairment of tangible fixed assets	49,876	49,876
Movements in working capital:		
(Increase) in stocks	(470)	(1,362)
Decrease/(increase) in debtors	58,379	(49,778)
(Decrease)/increase in creditors	(10,111)	2,428
Increase/(decrease) in provisions	(8,000)	8,000
Cash generated from/(absorbed by) operations	48,919	(20,266)

21 Analysis of changes in net funds

The Trust had no debt during the year.

CLARE CASTLE COUNTRY PARK TRUST CIO

England & Wales - Charity number 1160965

Accounts

Charity Registration No. 1160965 (England and Wales)

Company Registration No. CE003745 (England and Wales)

CLARE CASTLE COUNTRY PARK TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

CLARE CASTLE COUNTRY PARK TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Gary Brown	
	Emma Hastings	
	Mary Tweed	
	Neil Bagshaw	
	Jack Dalziel	(Appointed 1 July 2021)
	Mrs M Merch-Chammon	(Appointed 17 March 2022)
	Mrs S Drury	(Appointed 17 March 2022)
	Mrs S Eyre	(Appointed 17 March 2022)
	Mr A Brader	(Appointed 12 April 2022)
Charity number	1160965	
Principal address	Station Building Malting Lane Clare CO10 8NW	
Independent examiner	Ensors Accountants LLP Saxon House Moseley's Farm Business Centre Fornham All Saints Bury St Edmunds IP28 6JY	

CLARE CASTLE COUNTRY PARK TRUST

CONTENTS

	Page
Trustees' report	1 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Statement of cash flows	9
Notes to the financial statements	10 - 21

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Trust's objects are:

- 1) To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for the public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life; and
- 2) To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage

There has been no change in these during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

To further the Objectives, the Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the basic peaceful nature of a country park. In addition to improving the general ecology of the Park, the Delivery Phase of the National Lottery Heritage Fund project started in May 2019. It is due to be completed in the Trust's 2022/2023 financial year.

Achievements and performance

Financial review

Grants and the related expenditure (whether treated as 'Restricted' or Unrestricted' Funds) are viewed separately from the operating results. The Trustees believe the operating results best reflects the day-to-day results of managing the Park.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Financial review (continued)

Accounting conventions requires the treatment of capital expenditure to be dealt with in the way shown in these accounts. However, to a casual reader of the accounts this could give a misleading view of the ongoing financial performance of the Trust. This arises from the fact that capital expenditure, covered 100% by grants, is treated as a fixed asset with only the depreciation on that expenditure being included as a cost but the full amount of the grant being included in the Income and Expenditure account. The result is that in the year the grant is received and the expenditure is incurred a substantial excess of income over expenditure is shown while in the following years there can be a sizeable depreciation charge but no grant income. This has no cash implications but can be confusing to the average non financial reader of the accounts.

	2021/22	2020/21
Operating surplus of the general fund	20,443	23,885
Add - Grants	127,278	112,723
	147,721	136,608
Project costs	(127,278)	(122,960)
Cost capitalised	-	37,917
	(127,278)	(85,043)
Depreciation	(49,876)	(49,876)
Total costs	(177,154)	(134,919)
	(177,154)	(134,919)
Net movement in funds	(29,433)	1,689

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to twelve month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Grants

Unrestricted grants received in the year totalled £nil (2021: £12,068). £8,762 (2021: £1,220) was spent in the year.

Restricted grants received in the year totalled £127,278 (2021: £110,655) with expenditure of £177,155 (2021: £133,699). The two major projects funded by grants from the National Lottery Heritage Fund and LEADER (for the Education Training & Volunteer Centre) require expenditure to be incurred before the grants are paid.

Operating Expenditure

The work undertaken by West Suffolk Council (grass cutting, litter removal, weekly playground Health & Safety inspections, tree inspections by a qualified arboriculturalist, and general and specific advice on all matters relating to the proper management of a country park) is covered by a Service Level Agreement (SLA).

The 'Green Space' maintenance costs (which covers all those things that are not part of the SLA; such as the castle maintenance, and work relating to trees, water features, hard surfaces, fences and gates and general park management).

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Support

The Trustees are grateful for the considerable amount of time put in by the volunteers. Without this support it would be impossible to maintain the Park, and make the improvements to the facilities that have been achieved in the five years since the Park was transferred to Clare.

We would also thank Dedham Vale AONB and Stour Valley Project (including Simon Anstutz and Emma Black) and the Environment Agency (including Will Akast) who have given us invaluable advice.

Assets

The freeholds of the land and buildings are held by Clare Town Council and consequently are not included in the accounts of the Trust.

The fixed asset total is represented by the 'Fixed Asset' Fund within restricted reserves, to ring fence the total costs and subsequent depreciation in to a separate fund instead of amalgamating this within other projects.

The trustees continue to review the level of cash reserves and will maintain funds as they see fit to meet the day to day objectives of the charity.

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. They are reviewed every six months.

Covid pandemic

The charity's overall financial results remained largely unaffected by the Covid pandemic during the financial year. The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

Due to the pandemic the completion of the National Lottery Heritage Fund project was delayed and an extension of time was given that means that there was only one small item to be completed (less than £10,000).

The public has continued to use the park throughout the pandemic. During the full lockdowns (i.e. those starting in March 2020 and January 2021) the income from the car park and leases was significantly reduced. However when the restrictions for the first lockdown were relaxed in May 2020 visitor numbers were much higher than they had ever been in comparative months in previous years.

Since the Trust was formed in 2015 a 'General Reserve' of c£140,000 has been built up. This was possible due to the considerable amount of time put in by a few volunteers. The Trustees did not believe that was sustainable in the medium/long term and so took steps to recruit paid staff to carry out some of those very time-consuming 'management' and 'administrative' roles. This means that the surpluses of £20-30,000+pa generated in the early years will no longer be possible. However, while it may sometimes be a struggle to make a small surplus the existing 'General Reserves', the substantial number of volunteers, plus the paid staff means the Trustees have no reservations about the 'going concern' status of the Trust.

The going concern assumption used within the financial statements is considered appropriate given the reserves of the charity, which will support its activities in the foreseeable future. This is discussed further within the accounting policies.

The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

The completion of the National Lottery Heritage Fund project will mean that the major improvements to the park as set out in the grant application will be completed. This project has involved a huge amount of volunteer time in addition to the running of the Park on a day-to-day basis. On completion of the project it is the Trustees intention to continue to maintain the Park to meet the sometimes conflicting ecological and visitor demands in the most appropriate way and to the highest standard achievable. There are always likely to be improvements that will require capital expenditure but these will only be implemented if grants are obtained or operating surpluses have generated sufficient funds.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

The charity is administered by the Trustees.

The accounts are prepared in accordance with applicable accounting standards and comply with the Charities Regulations/Act.

1) The accounts are prepared on an accrual basis.

2) Staff costs. During the year there was one part-time employee (a cleaner) for the whole year and a part-time Park Manager. An Administrator and a Volunteer/Community Engagement Manager were employed for twelve and six months respectively. The Administrator was funded for nine months by the National Lottery Heritage Fund and the Volunteer/Community Engagement Manager funded for the full 6 months. Everyone else gave their time freely and often do not claim expenses.

3) The Reserves Policy was approved by the Trustees on 30th March 2016 with the aim of having reserves that roughly equates to the normal expenditure in one year.

4) Two Trustees are required to approve any withdrawals from any bank or savings accounts held by the Trust.

The Constitution of the Trust sets out how eight Trustees are appointed. Appointments are for four years. Two are appointed by the Town Council, two by 'Supporters', two by continuing Trustees with the approval of the Town Council and two by continuing Trustees without the need for approval by the Town Council.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Geoffrey Bray	(Resigned 31 January 2022)
Richard Smith	(Resigned 31 January 2022)
Gary Brown	
Sarah Husband	(Resigned 31 January 2022)
Emma Hastings	
Mary Tweed	
Wendy Parker	(Resigned 1 September 2022)
Neil Bagshaw	
Jack Dalziel	(Appointed 1 July 2021)
Mrs M Merch-Chammon	(Appointed 17 March 2022)
Mrs S Drury	(Appointed 17 March 2022)
Mrs S Eyre	(Appointed 17 March 2022)
Mr A Brader	(Appointed 12 April 2022)

When a vacancy occurs the Trustees identify the particular skills and experience they believe are needed and then advertise and interview potential candidates before the appropriate group makes the final choice. There is an induction process that covers a wide range of matters a new Trustee needs to know which includes the identification and implementation of any specific training needs.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources of the Trust for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report was approved by the Board of Trustees on ~~29 January 2023~~ **29 January 2022**.

Mary Tweed
Trustee

Jack Dalziel
Trustee

CLARE CASTLE COUNTRY PARK TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLARE CASTLE COUNTRY PARK TRUST

I report to the Trustees on my examination of the financial statements of Clare Castle Country Park Trust (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Christopher Barrett (FCCA)

Saxon House
Moseley's Farm Business Centre
Fornham All Saints
Bury St Edmunds
IP28 6JY

Dated: 30 January 2023

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income from:							
Donations and legacies	3	15,865	127,278	143,143	37,601	110,655	148,256
Charitable activities	4	87,751	-	87,751	66,223	-	66,223
Other trading activities	5	31,300	-	31,300	24,332	-	24,332
Total income		134,916	127,278	262,194	128,156	110,655	238,811
Expenditure on:							
Charitable activities	6	114,473	177,154	291,627	103,423	133,699	237,122
Gross transfers between funds	9	-	-	-	(11,085)	11,085	-
Net income/(expenditure) for the year/							
Net movement in funds		20,443	(49,876)	(29,433)	13,648	(11,959)	1,689
Fund balances at 1 April 2021		151,058	970,946	1,122,004	137,410	982,905	1,120,315
Fund balances at 31 March 2022		171,501	921,070	1,092,571	151,058	970,946	1,122,004

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CLARE CASTLE COUNTRY PARK TRUST

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		919,982		969,860
Current assets					
Stocks	11	1,362		-	
Debtors	12	88,660		38,882	
Cash at bank and in hand		145,329		165,596	
			235,351		204,478
Creditors: amounts falling due within one year	13	(54,762)		(52,334)	
Net current assets			180,589		152,144
Total assets less current liabilities			1,100,571		1,122,004
Provisions for liabilities			(8,000)		-
Net assets			1,092,571		1,122,004
Income funds					
Restricted funds	15		921,070		970,946
<u>Unrestricted funds</u>					
Designated funds	16	33,078		36,201	
General unrestricted funds		138,423		114,857	
			171,501		151,058
			1,092,571		1,122,004

The financial statements were approved by the Trustees on 29 January 2023

Jack Dalziel
Trustee

Mrs S Eyre
Trustee

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	20		(20,267)		139,774
Investing activities					
Purchase of tangible fixed assets		-		(37,918)	
Net cash used in investing activities			-		(37,918)
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(20,267)		101,856
Cash and cash equivalents at beginning of year			165,596		63,740
Cash and cash equivalents at end of year			145,329		165,596

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Clare Castle Country Park Trust is a Charitable Incorporated Organisation.

The registered office is The Old School, Callis Street, Clare, Suffolk, CO10 8PX.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The Trustees have considered the impact of the Covid-19 pandemic on the Charity. At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Raising funds comprise costs associated with attracting with fundraising costs, such as the costs of fundraising trading and associated costs.

Expenditure on charitable activities comprises of costs incurred by the Charity in the delivery of its activities for its beneficiaries.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	Over lease term
Play equipment	10 Year straight line
Fixtures and fittings	10 Year straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Trust reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Trust's balance sheet when the Trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

1.11 Provisions

Provisions are recognised when the Trust has a legal or constructive present obligation as a result of a past event, it is probable that the Trust will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period in which it arises.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

2 Critical accounting estimates and judgements

In the application of the Trust's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Donations and gifts	3,677	-	3,677	8,969	-	8,969
Grants	-	127,278	127,278	12,068	110,655	122,723
Friends and Patrons	12,188	-	12,188	16,564	-	16,564
	<u>15,865</u>	<u>127,278</u>	<u>143,143</u>	<u>37,601</u>	<u>110,655</u>	<u>148,256</u>

4 Charitable activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Car Park income	82,664	66,163
The Olds Good Shed/ Clare Park Centre income	5,087	60
	<u>87,751</u>	<u>66,223</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Events and activities	1,438	781
Letting arrangements	27,154	21,051
Sponsorships	2,708	2,500
Other trading activities	31,300	24,332

6 Charitable activities

	Total 2022
	£
Depreciation and impairment	49,876
Green Space Service Level Agreement	16,575
Green space maintenance	23,593
Building maintenance - Buildings	9,800
Building maintenance - Toilets	12,729
Car Park Service Level Agreement	8,762
Expenditure on projects NLHF	128,585
Overheads	41,707
	291,627
	291,627
Analysis by fund	
Unrestricted funds	114,473
Restricted funds	177,154
	291,627

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Trust during the year.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8 Employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
3	4

There were no employees whose annual remuneration was more than £60,000.

9 Transfers

During the year, various transfers have taken place between the funds.

£3,124 (2021: £9,029) was transferred to Unrestricted funds from designated funds. This included transfers of £5,000, (2021: £5,000) to the Water Fund, £1,000 to Castle Walls Fund and £2,000 to the Old Goods Shed Fund. There were also transfers from the National Lottery Heritage Fund, £6,859, and Other £4,265, (2021: £4,029) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

Other transfers have been detailed within the Designated fund note 16 and Restricted funds note 15, detailing the movement of reserves during the year.

10 Tangible fixed assets

	Property improvements £	Play equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2021	935,258	35,783	106,684	1,077,725
At 31 March 2022	935,258	35,783	106,684	1,077,725
Depreciation and impairment				
At 1 April 2021	80,145	7,157	20,565	107,867
Depreciation charged in the year	35,630	3,578	10,668	49,876
At 31 March 2022	115,775	10,735	31,233	157,743
Carrying amount				
At 31 March 2022	819,483	25,048	75,451	919,982
At 31 March 2021	855,114	28,627	86,119	969,860

11 Stocks

	2022 £	2021 £
Finished goods and goods for resale	1,362	-

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

12 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	22,413	11,361
Other debtors	56,150	27,521
Prepayments and accrued income	10,097	-
	<u>88,660</u>	<u>38,882</u>

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	5,689	4,770
Other creditors	8,378	9,210
Accruals and deferred income	40,695	38,354
	<u>54,762</u>	<u>52,334</u>

Provisions for liabilities

	2022 £	2021 £
	8,000	-
	<u>8,000</u>	<u>-</u>

Movements on provisions:

	£
Additional provisions in the year	<u>8,000</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020 £	Movement in funds		Transfers £	Movement in funds		Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £		Incoming resources £	Resources expended £		Incoming resources £	Resources expended £	
National Lottery Heritage Fund	-	108,293	(74,624)	(33,669)	-	(127,278)	-	127,278	(127,278)	-
Fixed Assets	981,818	-	(49,876)	37,917	969,859	(49,876)	919,983	-	(49,876)	919,983
Locality	-	-	-	-	1,000	-	1,000	-	-	1,000
ASDAN	87	-	-	-	87	-	-	-	-	87
ET & VC	-	2,362	(9,199)	6,837	-	-	-	-	-	-
Funds under £2k	1,000	-	-	-	-	-	-	-	-	-
	982,905	110,655	(133,699)	11,085	970,946	(177,154)	921,070	127,278	(177,154)	921,070

Restricted funds consist of amounts given for a specified purpose for use within the Trust -

National Lottery Heritage Fund - This consists of amounts received from the National Lottery Fund to restore key features of the park and share Clare's heritage.

Fixed Assets - This fund is represented by fixed assets which have been purchased with restricted monies. The amounts equates to the figure which has been capitalised within fixed assets on the balance sheet.

ASDAN - A grant was received from the Frank Jackson Trust to provide outdoor training for students who were following a limited academic curriculum.

ET & VC (Education, Training and Visitor Centre) - These were grants received from the European 'LEADER' fund, the National Lottery Fund and a number of smaller grants from a range of charities to fund the construction of a building for education and training purposes and to provide maintenance and storage areas for equipment used in maintaining the park.

Funds under £2k - There are a number of restricted funds, none of which amount to more than £2,000. These restricted amounts are used for the specified purposes as intended by the donors.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

15 Restricted funds

(Continued)

Transfers -

A transfer of £nil (2021: £8,183) was made from the National Lottery Heritage Fund (Designated) to the National Lottery Heritage Fund (Restricted) as the Trust's contribution towards the project costs.

A transfer of £nil (2021: £25,364) was made from the National Lottery Heritage Fund and £nil (2021: £12,554) from the Education, Training and Visitor Centre fund to the Fixed Assets reserve. This relates to capitalised amounts within the balance sheet, which are represented by this fund. These amounts will be depreciated over time according to the depreciation policy within the accounts.

A transfer of £nil (2021: £16,488) was made from the National Lottery Heritage Fund to the Education, Training and Visitor Centre fund for costs which were covered by the project. In addition a transfer of £nil (2021: £2,903) was made from other designated funds to the Education, Training and Visitor Centre fund to cover the final costs of the project.

During 2022 £nil (2021: £443) was transferred from Funds under £2k (Restricted) to Other designated reserves to tidy up old balances.

Also during 2022 £nil (2020: £2,000) was transferred from Funds under £2k to the Education, Training and Visitor Centre fund to align the objectives of the funds.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds					Transfers	Balance at 1 April 2021 £	Transfers	Balance at 31 March 2022 £
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £					
National Lottery Heritage Fund	15,643	-	-	(8,183)	7,460	(6,859)			601
Water	6,818	-	-	5,000	11,818	5,000			16,818
Other	14,949	2,068	(1,220)	1,126	16,924	(4,265)			12,659
Castle Walls	-	-	-	-	-	1,000			1,000
The Old Goods Shed	-	-	-	-	-	2,000			2,000
	37,410	2,068	(1,220)	(2,057)	36,202	(3,124)			33,078

Designated Funds are those the trustees have agreed should be set aside for specific projects or capital expenditure that would not be part of the ongoing running and maintenance of the park -

National Heritage Lottery Fund - This consists of the Trust's contribution for the delivery phase of the National Lottery Heritage Fund project.

Water - This fund is in relation to monies set aside for water feature projects within the park.

Other - This fund relates to other projects for which the Trustees have set aside funds for.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Designated funds

(Continued)

Transfers -

£3,124 (2021: £9,029) was transferred to Unrestricted funds from designated funds. This included transfers of £5,000, (2021: £5,000) to the Water Fund, £1,000 to Castle Walls Fund and £2,000 to the Old Goods Shed Fund. There were also transfers from the National Lottery Heritage Fund, £6,859, and Other £4,265, (2021: £4,029) designated funds to unrestricted funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

A transfer of £nil (2021: £2,903) was made from other designated funds to the Education, Training and Visitor Centre fund to cover the final costs of the project.

A transfer of £nil (2021: £8,183) was made from the National Lottery Heritage Fund (Designated) to the National Lottery Heritage Fund (Restricted) as the Trust's contribution towards the project costs.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	-	919,982	919,982	-	969,860	969,860
Current assets/(liabilities)	193,920	(13,331)	180,589	151,058	1,086	152,144
Provisions	(8,000)	-	(8,000)	-	-	-
	<u>185,920</u>	<u>906,651</u>	<u>1,092,571</u>	<u>151,058</u>	<u>970,946</u>	<u>1,122,004</u>

18 Operating lease commitments

Lessor

At the reporting end date the Trust had contracted with tenants for the following minimum lease payments:

	2022 £	2021 £
Within one year	479	6,650
Between two and five years	-	479
	<u>479</u>	<u>7,129</u>

19 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

20 Cash generated from operations

	2022 £	2021 £
(Deficit)/surplus for the year	(29,431)	1,690
Adjustments for:		
Depreciation and impairment of tangible fixed assets	49,876	49,876
Movements in working capital:		
(Increase) in stocks	(1,362)	-
(Increase)/decrease in debtors	(49,778)	67,168
Increase in creditors	2,428	21,040
(Decrease) in provisions	8,000	-
Cash (absorbed by)/generated from operations	<u>(20,267)</u>	<u>139,774</u>

21 Analysis of changes in net funds

The Trust had no debt during the year.

Accounts

Charity Registration No. 1160965 (England and Wales)

Company Registration No. CE003745 (England and Wales)

CLARE CASTLE COUNTRY PARK TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



CLARE CASTLE
COUNTRY PARK

CLARE CASTLE COUNTRY PARK TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Geoffrey Bray	
	Richard Smith	
	Gary Brown	
	Sarah Husband	
	Emma Hastings	
	Mary Tweed	
	Wendy Parker	(Appointed 1 August 2020)
	Neil Bagshaw	(Appointed 1 October 2020)
	Jack Dalziel	(Appointed 1 July 2021)
Charity number	1160965	
Principal address	Station Building Malting Lane Clare Suffolk CO10 8NW	
Independent examiner	Ensors Accountants LLP Saxon House Moseley's Farm Business Centre Fornham All Saints Bury St Edmunds Suffolk IP28 6JY	

CLARE CASTLE COUNTRY PARK TRUST

CONTENTS

	Page
Trustees' report	1 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Statement of cash flows	10
Notes to the financial statements	11 - 23

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

The view of the Trustees is that the application of these accounting standards presents the figures in such a way that make it virtually impossible for them to be understood except by those with a sound understanding and appreciation of accounting conventions. In the 'Financial Review' below we have included a reconciliation of the 'Operational surplus of the general fund' with the total of the 'Net movement in funds' on page 8 that is intended to clarify the position.

Objectives and activities

The Trust's objects are:

- 1) To preserve, protect, maintain and improve the physical and natural environment of Clare Castle Country Park for the public benefit, interest and enjoyment, including by providing facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving their conditions of life; and
- 2) To advance the education of the public concerning the history and heritage of Clare Castle Country Park and its physical and natural attributes and heritage

There has been no change in these during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

To further the Objectives, the Trust has continued to maintain the Park and its buildings and taken steps to make improvements within the resources available without changing the basic peaceful nature of a country park. In addition to improving the general ecology of the Park, the Delivery Phase of the National Lottery Heritage Fund project started in May 2019. It is due to be completed in the Trust's 2021/2022 financial year.

Achievements and performance

Financial review

Grants and the related expenditure (whether treated as 'Restricted' or Unrestricted' Funds) are viewed separately from the operating results. The Trustees believe the operating results best reflects the day-to-day results of managing the Park.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Financial review (continued)

Accounting conventions requires the treatment of capital expenditure to be dealt with in the way shown in these accounts. However, to a casual reader of the accounts this could give a misleading view of the ongoing financial performance of the Trust. This arises from the fact that capital expenditure, covered 100% by grants, is treated as a fixed asset with only the depreciation on that expenditure being included as a cost but the full amount of the grant being included in the Income and Expenditure account. The result is that in the year the grant is received and the expenditure is incurred a substantial excess of income over expenditure is shown while in the following years there can be a sizeable depreciation charge but no grant income. This has no cash implications but can be confusing to the average non financial reader of the accounts.

	2020/21	2019/20
Operating surplus of the general fund	23,885	36,115
Add - Grants	112,723	891,896
	136,608	928,011
Project costs	(122,960)	(965,471)
Cost capitalised	37,917	767,288
	(85,043)	(198,183)
Depreciation	(49,876)	(47,897)
Total costs	(134,919)	(246,080)
	(134,919)	(246,080)
Net movement in funds	1,689	681,931

Source of Funds. At 31st March these funds comprised:

General Reserves. The Trust has a policy of building up reserves to a level where they are equal to one year's normal running costs. The aim is to set aside a minimum of £7,500 pa until that figure is achieved. £10,000 has been set aside in 2020/21 (£30,000 was set aside in 2019/20) which brings these General Reserves to £110,000. This amount is reflected as part of the Unrestricted Funds within the accounts.

Designated Funds. These are funds that remain from any Operating surplus after sums have been transferred to Reserves and are split between 'General' and 'Designated' Funds. 'Designated Funds are those the trustees have agreed should be set aside for specific projects or capital expenditure that would not be part of the ongoing running and maintenance of the park. At 31st March 2021 they included £7,460 (2020: £15,643) as the Trust's cash contribution for the Delivery Phase of the National Lottery Heritage Fund and £28,741 (2020: £21,767) for other projects. These funds have been shown in note 14.

Restricted Funds. These are the funds the Trust has received from grants and other sources for specific purposes which were unspent at 31st March 2021. A note of the restricted funds held during the year has been included within note 13 to the accounts.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Grants

Unrestricted grants received in the year totalled £12,068 (2020: £4,885). £1,220 (2020: £14,093) was spent in the year.

Restricted grants received in the year totalled £110,655 (2020: £887,011) with expenditure of £133,699 (2020: £231,988). The two major projects funded by grants from the National Lottery Heritage Fund and LEADER (for the Education Training & Volunteer Centre) require expenditure to be incurred before the grants are paid.

In addition to the grant received from the National Lottery Heritage Fund the Trust was very grateful for receiving restricted grants during the year from:

The Co-operative Society
European Union LEADER fund

Operating Expenditure

The work undertaken by Bury St Edmunds Borough Council (grass cutting, litter removal, weekly playground Health & Safety inspections, tree inspections by a qualified arboriculturalist, and general and specific advice on all matters relating to the proper management of a country park) is covered by a Service Level Agreement (SLA).

The 'Green Space' maintenance costs (which covers all those things that are not part of the SLA; such as the castle maintenance, and work relating to trees, water features, hard surfaces, fences and gates and general park management).

Support

The Trustees are grateful for the considerable amount of time put in by the volunteers. Without this support it would be impossible to maintain the Park, and make the improvements to the facilities that have been achieved in the five years since the Park was transferred to Clare.

We would also thank Dedham Vale AONB and Stour Valley Project (including Simon Anstutz and Emma Black) and the Environment Agency (including Will Akast) who have given us invaluable advice.

Assets

The freeholds of the land and buildings are held by Clare Town Council and consequently are not included in the accounts of the Trust.

The fixed asset total is represented by the 'Fixed Asset' Fund within restricted reserves, to ring fence the total costs and subsequent depreciation in to a separate fund instead of amalgamating this within other projects.

The trustees continue to review the level of cash reserves and will maintain funds as they see fit to meet the day to day objectives of the charity.

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. They are reviewed every six months.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Covid pandemic

The charity's overall financial results remained largely unaffected by the Covid pandemic during the financial year. This continues to be the case in 2021/22 although certain activities have been affected by the government restrictions. e.g. the use of the Old Goods Shed. The going concern assumption used within the financial statements is considered appropriate given the reserves of the charity, which will support its activities in the foreseeable future. This is discussed further within the accounting policies. The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

Due to the pandemic the completion of the National Lottery Heritage Fund project was delayed and an extension of time was given that means that at 31st December 2021 there was only one small item to be completed (less than £10,000). The major improvements to the park as set out in the grant application will be completed. On completion of the project it is the Trustees intention to continue to maintain the Park to meet the sometimes conflicting ecological and visitor demands in the most appropriate way and to the highest standard achievable. There are always likely to be improvements that will require capital expenditure but these will only be implemented if grants are obtained or operating surpluses have generated sufficient funds.

The public has continued to use the park throughout the pandemic. During the full lockdowns (i.e. those starting in March 2020 and January 2021) the income from the car park and leases was significantly reduced. However when the restrictions for the first lockdown were relaxed in May 2020 visitor numbers were much higher than they had ever been in comparative months in previous years.

Since the Trust was formed in 2015 a 'General Reserve' of £100,000 has been built up. This was possible due to the considerable amount of time put in by a few volunteers. The Trustees did not believe that was sustainable in the medium/long term and so took steps to recruit paid staff to carry out some of those very time-consuming 'management' and 'administrative' roles. This means that the surpluses of £20-30,000+pa generated in the early years will no longer be possible. However, while it may sometimes be a struggle to make a small surplus the existing 'General Reserves', the substantial number of volunteers, plus the paid staff means the Trustees have no reservations about the 'going concern' status of the Trust.

The going concern assumption used within the financial statements is considered appropriate given the reserves of the charity, which will support its activities in the foreseeable future. This is discussed further within the accounting policies.

The Trustees will ensure that the charity will continue to meet its charitable objectives for the foreseeable future, ensuring that the beneficiaries will continue to benefit from its activities.

The completion of the National Lottery Heritage Fund project in 2020/2021 will mean that the major improvements to the park as set out in the grant application will be completed. This project has involved a huge amount of volunteer time in addition to the running of the Park on a day-to-day basis. On completion of the project it is the Trustees intention to continue to maintain the Park to meet the sometimes conflicting ecological and visitor demands in the most appropriate way and to the highest standard achievable. There are always likely to be improvements that will require capital expenditure but these will only be implemented if grants are obtained or operating surpluses have generated sufficient funds.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

The charity is administered by the Trustees.

The accounts are prepared in accordance with applicable accounting standards and comply with the Charities Regulations/Act.

1) The accounts are prepared on an accrual basis.

2) Staff costs. During the year there was one part-time employee (a cleaner) for the whole year and a part-time Park Manager. An Administrator and a Volunteer/Community Engagement Manager were employed for the whole the year; both of whom were funded by the National Lottery Heritage Fund. Everyone else gave their time freely and often do not claim expenses.

3) The Reserves Policy was approved by the Trustees on 30th March 2016 with the aim of having reserves that roughly equates to the normal expenditure in one year.

4) Two Trustees are required to approve any withdrawals from any bank or savings accounts held by the Trust.

The Constitution of the Trust sets out how eight Trustees are appointed. Appointments are for four years. Two are appointed by the Town Council, two by 'Supporters', two by continuing Trustees with the approval of the Town Council and two by continuing Trustees without the need for approval by the Town Council.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Geoffrey Bray

Richard Smith

Gary Brown

Sarah Husband

Emma Hastings

Mary Tweed

Dominique Wallace

(Resigned 31 December 2020)

Wendy Parker

(Appointed 1 August 2020)

Neil Bagshaw

(Appointed 1 October 2020)

Jack Dalziel

(Appointed 1 July 2021)

When a vacancy occurs the Trustees identify the particular skills and experience they believe are needed and then advertise and interview potential candidates before the appropriate group makes the final choice. There is an induction process that covers a wide range of matters a new Trustee needs to know which includes the identification and implementation of any specific training needs.

CLARE CASTLE COUNTRY PARK TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

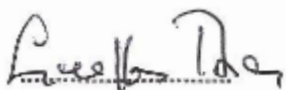
The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources of the Trust for that year.

In preparing these financial statements, the Trustees are required to:

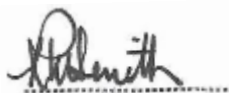
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report was approved by the Board of Trustees on .20.January.2022.....



Geoffrey Bray
Trustee



Richard Smith
Trustee

CLARE CASTLE COUNTRY PARK TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLARE CASTLE COUNTRY PARK TRUST

I report to the Trustees on my examination of the financial statements of Clare Castle Country Park Trust (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the Trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

C J Barrett, FCCA

Saxon House
Moseley's Farm Business Centre
Fornham All Saints
Bury St Edmunds
Suffolk
IP28 6JY

Dated: .24.January.2022

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
Income from:							
Donations and legacies	3	37,601	110,655	148,256	18,340	887,011	905,351
Charitable activities	4	66,223	-	66,223	66,523	-	66,523
Other trading activities	5	24,332	-	24,332	24,704	-	24,704
Total income		128,156	110,655	238,811	109,567	887,011	996,578
Expenditure on:							
Charitable activities	6	103,423	133,699	237,122	82,659	231,988	314,647
Net incoming/(outgoing) resources before transfers		24,733	(23,044)	1,689	26,908	655,023	681,931
Gross transfers between funds	9	(11,085)	11,085	-	(55,778)	55,778	-
Net income/(expenditure) for the year/ Net movement in funds		13,648	(11,959)	1,689	(28,870)	710,801	681,931
Fund balances at 1 April 2020		137,410	982,905	1,120,315	166,280	(88,504)	438,384
Fund balances at 31 March 2021		151,058	970,946	1,122,004	137,410	982,905	1,120,315

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

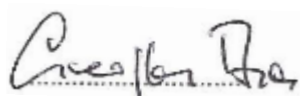
CLARE CASTLE COUNTRY PARK TRUST

BALANCE SHEET

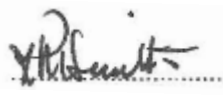
AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		969,860		981,818
Current assets					
Debtors	11	38,882		106,050	
Cash at bank and in hand		165,596		63,741	
		<u>204,478</u>		<u>169,791</u>	
Creditors: amounts falling due within one year	12	<u>(52,334)</u>		<u>(31,294)</u>	
Net current assets			152,144		138,497
Total assets less current liabilities			<u>1,122,004</u>		<u>1,120,315</u>
Income funds					
Restricted funds	13		970,946		982,905
<u>Unrestricted funds</u>					
Designated funds	14	36,201		37,410	
General unrestricted funds		<u>114,857</u>		<u>100,000</u>	
			151,058		137,410
			<u>1,122,004</u>		<u>1,120,315</u>

The financial statements were approved by the Trustees on 20 January 2022



Geoffrey Bray
Trustee



Richard Smith
Trustee

CLARE CASTLE COUNTRY PARK TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	18		139,773		750,925
Investing activities					
Purchase of tangible fixed assets		(37,918)		(767,287)	
Net cash used in investing activities			(37,918)		(767,287)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			101,855		(16,362)
Cash and cash equivalents at beginning of year			63,741		80,103
Cash and cash equivalents at end of year			165,596		63,741

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Clare Castle Country Park Trust is a Charitable Incorporated Organisation.

The registered office is The Old School, Callis Street, Clare, Suffolk, CO10 8PX.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The Trustees have considered the impact of the Covid-19 pandemic on the Charity. At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the Trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised on an accruals basis once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Raising funds comprise costs associated with attracting with fundraising costs, such as the costs of fundraising trading and associated costs.

Expenditure on charitable activities comprises of costs incurred by the Charity in the delivery of its activities for its beneficiaries.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	Over lease term
Play equipment	10 Year straight line
Fixtures and fittings	10 Year straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Trust reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Trust's balance sheet when the Trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the Trust's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	8,969	-	8,969	3,576	-	3,576
Grants	12,068	110,655	122,723	4,885	887,011	891,896
Friends and Patrons	16,564	-	16,564	9,879	-	9,879
	<u>37,601</u>	<u>110,655</u>	<u>148,256</u>	<u>18,340</u>	<u>887,011</u>	<u>905,351</u>

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Car Park income	66,163	65,359
The Olds Good Shed/ Clare Park Centre income	60	1,164
	66,223	66,523

5 Other trading activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Events and activities	781	632
Letting arrangements	21,051	21,509
Sponsorships	2,500	2,563
Other trading activities	24,332	24,704

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

6 Charitable activities

	Total 2021 £	Total 2020 £
Depreciation and impairment	49,876	47,897
Green Space Service Level Agreement	17,318	34,111
Green space maintenance	22,096	14,929
Building maintenance - Buildings	5,306	261
Building maintenance - Toilets	9,465	11,230
Car Park Service Level Agreement	5,635	6,762
Expenditure on projects NLHF	74,624	157,274
Expenditure on projects Motte	-	15,224
Expenditure on projects other	-	2,033
Expenditure on projects - education, training centers etc.	9,199	9,560
Overheads	43,603	15,366
	<u>237,122</u>	<u>314,647</u>
	<u>237,122</u>	<u>314,647</u>
Analysis by fund		
Unrestricted funds	103,423	82,659
Restricted funds	133,699	231,988
	<u>237,122</u>	<u>314,647</u>

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Trust during the year.

8 Employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
4	4
<u>4</u>	<u>4</u>

There were no employees whose annual remuneration was more than £60,000.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Transfers

During the year, various transfers have taken place between the funds.

£9,029 (2020: £6,115) was transferred from Unrestricted funds to the Water (£5,000, 2020: £5,000), and Other (£4,029, 2020: £1,115) designated funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.

Other transfers have been detailed within the Designated fund note 14 and Restricted funds note 13, detailing the movement of reserves during the year.

10 Tangible fixed assets

	Property improvements £	Play equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2020	905,055	35,783	98,970	1,039,808
Additions	30,204	-	7,714	37,918
At 31 March 2021	935,259	35,783	106,684	1,077,726
Depreciation and impairment				
At 1 April 2020	44,515	3,578	9,897	57,990
Depreciation charged in the year	35,630	3,578	10,668	49,876
At 31 March 2021	80,145	7,156	20,565	107,866
Carrying amount				
At 31 March 2021	855,114	28,627	86,119	969,860
At 31 March 2020	860,540	32,205	89,073	981,818

11 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	11,361	14,206
Other debtors	27,521	86,009
Prepayments and accrued income	-	5,835
	38,882	106,050

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	4,770	-
Other creditors	9,210	8,179
Accruals and deferred income	38,354	23,115
	52,334	31,294

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2019 £	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Balance at 31 March 2021 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £	
National Lottery Heritage Fund	(620)	824,624	(157,274)	(666,730)	-	108,293	(74,624)	(33,669)	-
Fixed Assets	262,427	-	(47,897)	767,288	981,818	-	(49,876)	37,917	969,859
ASDAN	2,121	-	(2,034)	-	87	-	-	-	87
ET & VC	809	51,087	(9,559)	(42,337)	-	2,362	(9,199)	6,837	-
Motte	3,924	11,300	(15,224)	-	-	-	-	-	-
Funds under £2k	3,443	-	-	(2,443)	1,000	-	-	-	1,000
	272,104	887,011	(231,988)	55,778	982,905	110,655	(133,699)	11,085	970,946

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Restricted funds

(Continued)

Restricted funds consist of amounts given for a specified purpose for use within the Trust -

National Lottery Heritage Fund - This consists of amounts received from the National Heritage Lottery Fund to restore key features of the park and share Clare's heritage.

Fixed Assets - This fund is represented by fixed assets which have been purchased with restricted monies. The amounts equates to the figure which has been capitalised within fixed assets on the balance sheet.

ASDAN - A grant was received from the Frank Jackson Trust to provide outdoor training for students who were following a limited academic curriculum.

ET & VC (Education, Training and Visitor Centre) - These were grants received from the European 'LEADER' fund, the National Heritage Lottery Fund and a number of smaller grants from a range of charities to fund the construction of a building for education and training purposes and to provide maintenance and storage areas for equipment used in maintaining the park.

Motte - Grants were received from Historic England and the Dedham Vale and Stour Valley Project to deal with erosion problems on the motte and repair the paths and fences leading to the Keep at the top of the Scheduled Ancient Monument.

Funds under £2k - There are a number of restricted funds, none of which amount to more than £2,000. These restricted amounts are used for the specified purposes as intended by the donors.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13	Restricted funds	(Continued)
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Transfers -

A transfer of £8,183 (2020: £56,221) was made from the National Lottery Heritage Fund (Designated) to the National Lottery Heritage Fund (Restricted) as the Trust's contribution towards the project costs.

A transfer of £25,364 (2020: £722,951) was made from the National Lottery Heritage Fund and £12,554(2020: £44,337) from the Education, Training and Visitor Centre fund to the Fixed Assets reserve. This relates to capitalised amounts within the balance sheet, which are represented by this fund. These amounts will be depreciated over time according to the depreciation policy within the accounts.

A transfer of £16,488 was made from the National Lottery Heritage Fund to the Education, Training and Visitor Centre fund for costs which were covered by the project. In addition a transfer of £2,903 was made from other designated funds to the Education, Training and Visitor Centre fund to cover the final costs of the project.

During 2020 £443 was transferred from Funds under £2k (Restricted) to Other designated reserves to tidy up old balances.

Also during 2020, £2,000 was transferred from Funds under £2k to the Education, Training and Visitor Centre fund to align the objectives of the funds.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Transfers £	Balance at 31 March 2021 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £		
National Lottery Heritage Fund	71,864	-	-	(56,221)	15,643	-	-	(8,183)	7,460	
Water	15,000	-	(13,182)	5,000	6,818	-	-	5,000	11,818	
Other	9,416	4,885	(911)	1,559	14,949	2,068	(1,220)	1,126	16,923	
	<u>96,280</u>	<u>4,885</u>	<u>(14,093)</u>	<u>(49,662)</u>	<u>37,410</u>	<u>2,068</u>	<u>(1,220)</u>	<u>(2,057)</u>	<u>36,201</u>	

Designated Funds are those the trustees have agreed should be set aside for specific projects or capital expenditure that would not be part of the ongoing running and maintenance of the park -

National Lottery Heritage Fund - This consists of the Trust's contribution for the delivery phase of the National Lottery Heritage Fund project.

Water - This fund is in relation to monies set aside for water feature projects within the park.

Other - This fund relates to other projects for which the Trustees have set aside funds for.

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14	Designated funds	(Continued)
	Transfers -	
	During the year, £9,029 (2020: £6,115) was transferred from unrestricted funds to the Water (£5,000), 2020: £5,000) and Other (£4,029, 2020: £1,115) designated funds. These amounts related to funds over and above the reserves policy, which have been allocated to be used in other projects in the park.	
	A transfer of £2,903 was made from other designated funds to the Education, Training and Visitor Centre fund to cover the final costs of the project.	
	A transfer of £8,183 (2020: £56,221) was made from the National Lottery Heritage Fund (Designated) to the National Lottery Heritage Fund (Restricted) as the Trust's contribution towards the project costs.	
	In 2020, £8 was transferred from the Playground (Restricted) and £435 from the NHLF (Restricted) fund to Other designated reserves to tidy up old balances.	

CLARE CASTLE COUNTRY PARK TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

15 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Tangible assets	-	969,860	969,860	-	981,818	981,818
Current assets/ (liabilities)	151,058	1,086	152,144	137,410	1,087	138,497
	<u>151,058</u>	<u>970,946</u>	<u>1,122,004</u>	<u>137,410</u>	<u>982,905</u>	<u>1,120,315</u>

16 Operating lease commitments

Lessor

At the reporting end date the Trust had contracted with tenants for the following minimum lease payments:

	2021 £	2020 £
Within one year	6,650	6,650
Between two and five years	479	6,229
	<u>7,129</u>	<u>12,879</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

18 Cash generated from operations

	2021 £	2020 £
Surplus for the year	1,689	681,931
Adjustments for:		
Depreciation and impairment of tangible fixed assets	49,876	47,897
Movements in working capital:		
Decrease in debtors	67,168	137,249
Increase in creditors	21,040	8,656
(Decrease) in deferred income	-	(124,808)
Cash generated from operations	<u>139,773</u>	<u>750,925</u>

19 Analysis of changes in net funds

The Trust had no debt during the year.